



PAMANTASAN NG LUNGSOD NG MAYNILA
(University of the City of Manila)
Intramuros, Manila

Office of the University Registrar

REVISED SCHEDULE OF FINAL EXAMINATIONS
First Semester, SY 2009-2010

October 12-17, 2009						
Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7:00-9:00 am	Departmental Exams					
9:00-11:00 am	MTh 7:00-8:30am M 7:00-10:00am	TF 7:00-8:30am T 7:00-10:00am	WS 7:00-8:30am W 7:00-10:00am	MTh 8:30-10:00am Th 7:00-10:00am	TF 8:30-10:00am F 7:00-10:00am	WS 8:30-10:00am S 7:00-10:00am
11:00-1:00 pm	Departmental Exams					
1:00-3:00 pm	MTh 10:00-11:30am M 10:00am-1:00pm	TF 10:00-11:30am T 10:00am-1:00pm	WS 10:00-11:30am W 10:00am-1:00pm	MTh 11:30am-1:00pm Th 10:00am-1:00pm	TF 11:30am-1:00pm F 10:00am-1:00pm	WS 11:30am-1:00pm S 10:00am-1:00pm
3:00- 5:00 pm	Departmental Exams			MTh 2:30-4:00pm Th 1:00-4:00pm	TF 2:30-4:00pm F 1:00-4:00pm	WS 2:30-4:00pm S 1:00-4:00pm
5:00-7:00 pm	MTh 1:00-2:30pm M 1:00-4:00pm	TF 1:00-2:30pm T 1:00-4:00pm	WS 1:00-2:30pm W 1:00-4:00pm	MTh 5:30-7:00pm Th 4:00-7:00pm	TF 5:30-7:00pm F 4:00-7:00pm	WS 5:30-7:00pm S 4:00-7:00pm
7:00-9:00 pm	MTh 4:00-5:30pm M 4:00-7:00pm	TF 4:00-5:30pm T 4:00-7:00pm	WS 4:00-5:30pm W 4:00-7:00pm	MTh 7:00-8:30pm	TF 7:00-8:30pm	WS 7:00-8:30pm

REMINDERS:

1. Examination Hours: Two (2) hours per subject.
2. Subjects with three (3) or more sections shall have departmental examination.
3. Final Examinations of all other subjects (with less than three sections) shall be administered on the designated schedule.
4. Any deviation from the above schedule must be duly approved by the Office of the University Registrar (OUR) upon recommendation of the College Dean.
5. Please announce the following to the students:
 - a. Graduating students should secure clearance from the Office of Student Development and Services.
 - b. No grade of 4.00 should be given to any student. The student is either given the grade of 3.00 (or better) or 5.00 (Board Resolution No. 677).
 - c. The grade of "INCOMPLETE" should be removed not later than October 23, 2009 (Friday); otherwise, the grade automatically becomes a "5.00" (FAILED).

IMPORTANT: The faculty concerned shall submit duly accomplished **Completion Form** at the OUR.

6. Please be advised on the following dates for the distribution of classcards and submission of Final Classlist Report of Grades:

Distribution of Classcards	October 19-21, 2009
Submission of Final Classlist Report of Grades at the OUR	October 19-21, 2009

BERNADETTE A. SACOP
University Registrar

cc: Office of the University President
Office of the Executive Vice President
Office of the Deputy Executive Vice President
Office of the Vice President for Academic Affairs
Office of the Vice President for Finance and Planning
Office of Student Development and Services
Information Technology Center